

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Administrative Office	(2) MEETING DATE 2/3/2015	(3) CONTACT/PHONE Dan Buckshi, County Administrator 781-5011	
(4) SUBJECT Review of the Board of Supervisors' Rules of Procedure. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board review the Rules of Procedure and provide direction to staff.			
(6) FUNDING SOURCE(S) n/a	(7) CURRENT YEAR FINANCIAL IMPACT \$0.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? n/a
(10) AGENDA PLACEMENT <input type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____ ) <input checked="" type="checkbox"/> Board Business (Time Est. <u>30 minutes</u> )			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) n/a		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: n/a <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A    Date: <u>1/13/2015</u> and <u>6/24/2008</u>	
(17) ADMINISTRATIVE OFFICE REVIEW			
(18) SUPERVISOR DISTRICT(S) All Districts			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Administrative Office / Dan Buckshi, County Administrator  
781-5011

DATE: 2/3/2015

SUBJECT: Review of the Board of Supervisors' Rules of Procedure. All Districts.

## **RECOMMENDATION**

It is recommended that the Board review the Rules of Procedure and provide direction to staff.

## **DISCUSSION**

The Board of Supervisors' Rules of Procedure originated on July 11, 1876 and were revised by the Board on May 17, 1961. There were several revisions following, with the most recent update approved on June 24, 2008. The Board of Supervisors has discretion to adopt/amend the Rules of Procedure governing its own meetings, so long as those Rules of Procedure are consistent with all applicable laws. A motion was approved at the January 13, 2015 Board meeting to place a Board Business item on a future board agenda to review the current Rules of Procedure. In preparing this item, staff identified minor changes to clean up outdated information. The 2008 version and a strikeout version are attached.

## **OTHER AGENCY INVOLVEMENT/IMPACT**

The Administrative Office, County Counsel and the Clerk of the Board contributed to the review of the current procedures.

## **FINANCIAL CONSIDERATIONS**

None.

## **RESULTS**

Rules comply with current legal requirements and procedural practices.

## **ATTACHMENTS**

1. Rules of Procedure 2008
2. Rules of Procedure Strike out Version